



# Weekly Housing & Community Development Department Report

---

**To:** Albert Childress, City Manager

**Date:** May 1, 2023

**From:** Tina Burns, Housing & Community Development Director

**Subject:** Monthly Manager Update / April 2023

---

## Housing & Community Development

- Housing related inquiries received for the month: 16
- Workforce Development Compliance inquiries received for the month: 6
- Workforce Development Project Inquiries: 5
- Current Workforce Housing / Affordable Housing Projects in review or in progress:
  - Bahama Village Lofts
  - Poinciana Place Project
  - Casa Marina
- Community Outreach Events attended: 3
- Completed and passed Ordinance Amendment 23-4050 amending Chapter 2 of the Code of Ordinances, entitled "Administration" by amending Section 2-707, to amend the Move-In Assistance Program by adjusting eligibility and other requirements.
- Strategic Plan items completed:
  - Homeownership Course for Community in partnership with Habitat for Humanity.
- Created and launched the Housing and Community Development Webpage on the City's website.
- Transfer of the Community Development Office (CDO) from the Housing Authority back to the City of Key West is in process. This will be an ongoing process for the next few weeks to months.
- Received the FY2022 HOPWA grant agreement from HUD and passed a resolution to approve the City of Key West to enter into an administrative agreement with A. H. of Monroe County to administer the grant funding.
- Held City Managers Working Housing Group Meeting.
- Participated in Diversity Training provided by the City of Key West.